

CONFIDENTIAL

SED M74-048
11 April 1974

MEMORANDUM FOR: OC Equipment Board Members

SUBJECT : Minutes of Equipment Board Meeting
2-74, 9 April 1974

Meeting No. 2-74 of the Office of Communications Equipment Board was held on 9 April 1974. The following members were present:

	-	DD/CO	-	Chairman	25X1
	-	OC-O	-	Member	
	-	OC-E	-	Member	
	-	OC-S	-	Member	
	-	OC-CS	-	Member	
	-	OC-P&BS	-	Member	
	-	OC-E	-	Secretary	

1. The Chairman opened the meeting by suggesting a brief review of the minutes of the last board meeting. As a result of this review, it was determined that no action had been taken on the last item listed in the minutes of the 1-74 meeting. This item relates to OC's status with respect to an Antenna Committee. The Chairman directed that the secretary look into this matter. [redacted] volunteered that the only information available was in [redacted] files and that the secretary should contact Mr. [redacted] to obtain whatever information was available. The Chairman advised that henceforth the review of the minutes of the last meeting will be the first agenda item at all future Board meetings.

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2. The first agenda item discussed related to the review of the OC Equipment Board Charter. The Charter recommendations submitted by some board members were discussed in detail. It was finally the concensus that the new board charter should consist of some of the recommendations submitted by [redacted] of OC-E and that some of the contents of the old charter should be retained with some rewording. After these were identified, the Chairman directed the board secretary to re-draft the charter as agreed to by board members, and that a copy be forwarded to each board member for approval and/or comments.

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